NOTES – Draft 1

Public Health Improvement Partnership
Public Health Information Technology Committee
September30, 2004
9:00 am – 10:30am via iLinc web conferencing
http://healthlinks.washington.edu/nwcphp/weblinc/

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To view the archived recording - click http://staff.washington.edu/gdstark/pub/PHIT%20Meeting.lrc and your iLinc recording should be automatically associated with the iLinc player program.

Co-Chairs: Ed Dzedzy, Lincoln; Frank Westrum, DOH
Members: ~~Joan Brewster, DOH~~; ~~Kathy Carson, Sea-King~~; Melanie Dalton, Kitsap; ~~Jo Hoffman, DOH~~; Teresa, Jennings, DOH; Bryant Karras, UW; Sherri
                McDonald, Thurston; Tim Murphy, Snohomish; ~~Patrick O'Carroll, HHS-Region X~~; ~~Patty Schwendenan, Sea-King~~; Margaret Shield, UW-NWCPHP;
                Torney Smith, Spokane; ~~Greg Story, Chelan Douglas~~; Brent Veenstra, Sea-King; Carol Villers, NE Tri; Jim O. White, DOH. (Strikeout = member
                absent from meeting).
Staff: Marie Flake, DOH
Guests: Wendy Holden, DOH; Greg Stark, UW-NWCPHP; Philip Lowe, DOH, for Jo Hoffman.

Purpose: 1) Experiment with web conferencing technology; 2) discuss draft recommendations.

Topic	Materials
Welcome, Introductions, and Orientation to the Technology – Frank Westrum & Greg Stark Of 21 possible meeting participants, 15 participated. This may be the highest participation rate for a PHIT meeting to date. Teresa Jennings successfully participated from a hotel room in Atlanta using a lap top computer connected to the hotels in-room high-speed internet and the room phone. Carol Villers participated in the audio portion of the conference, from her home in Colville, because she had access to only one line. She reports that DSL arrived in Colville this week and she hope to be connected soon. Others participated from across the state. Greg walked participants through a slide set on the various features of iLinc and how to use the basic tools for participating in an iLinc web conference. We will likely schedule a separate event where committee members can learn how to run a meeting on iLinc including uploading power point slides and other materials, generally preparing their virtual meeting room, operating slides, and other tools, etc. Torney asked if Voice-over Internet Protocol (VoIP) is currently available on iLinc. The answer is yes, but it depends. It seems that for each web conference it is an either / or deal – the audio portion of the conference is provided EITHER by phone OR VoIP. So all participates must have access to VoIP in order to hold a web conference using VoIP. The UW will be providing information soon on what all is required to use VoIP.	Archived web conference

Project Updates
WEDSS – Jim O White
Jim presented his new vision for the Local Health Agency Infrastructure Development and Technical Assistance Project and position, at DOH, that is a part of the WEDSS program**.** In the past this position was filled by Doug Keck, then Tim Boreman. The position is now vacant and Jim proposed the following re- focusing for the project and position:
   ➢   Assessment of LHJ infrastructure and recommendations on improvements
   ➢   Development of standards for connectivity and interoperability of WEDSS applications
	WEDSS Update 9-04 mf.ppt

➢ Evaluated emerging technology and advise LHJs on use to meet PHEPH requirements Participants generally agreed with the focus. Some saw this as vital. Others indicated that they already have this capability in their agency, to some degree, but agreed that this service should be provided by DOH for those who don't. Jim asked that further input be direct to him at jim.o.white@doh.wa.gov or phone 360-236-4360. He also requested input on knowledge, skills and abilities to be included in the job description for the person hired for this role. Jim also shared a diagram that attempts to display how the various WEDSS project relate to each other. Comments / input on this should also be sent to Jim. **Electronic Death Registry System – Frank Westrum** Frank reviewed slides on EDRS provided by Teresa Jennings (Teresa left to attend another meeting). Frank sits on the steering committee for this project. The following LHJs are represented on the advisory committee: Tacoma-Pierce, SeaKing, Spokane. Frank requested that specific questions be directed to Teresa by e-mail at teresa.jennings@doh.wa.gov. Sherri asked if PHELF was very aware of this work and suggested that it be on their agenda. Marie suggested it be included in the technology portion of their Nov 3rd meeting. **LMS – Wendy Holden** Geo Learning has been selected as the vendor for our LMS. This vendor already provides the LMS for the Washington State Dept of Personnel and additionally has just been selected by the federal DHHS. Wendy reported on the formation of an implementation group that includes LHJ representatives. The system will be customized to fit the needs of public health in Washington and piloted. It is hoped that system-wide implementation could begin around mid-November. How to keep LHJs and all those who need to know, appropriately informed about LMS development s and all the other technology projects lead to a lively discussion. The following suggestions were made: • Include LMS in project updates on the quarterly PHIT meeting agenda • Include LMS updates in the written monthly WEDSS Update. Frank noted the importance of keeping the WEDSS Update clearly focused on the WEDSS specific projects. Maybe a routine written PHIT update is needed? • Include LMS on the WEDSS web page currently under development. Here again the need to keep WEDSS focused on WEDSS may be important. And for starters, DOH needs to simply get a WEDSS web page launched before considering adding to it. Maybe more could be done with the PHIT web page? ○ *Staff editorial comment – the above suggestions seem to relate to communications – how can/should this committee communicate with the field? How should we direct specific projects to communicate with the field? Where can folks in the field turn to readily access easy to understand information on these projects, etc. Maybe we should give some specific attention to communication planning. Maybe a small work group on this?* • Consider sending more info out via the IT Listserv. We need to remember that presently, subscribers do not "represent" their agency, but were simply identified as someone to be subscribed. Maybe this could be developed more? • Each LHJ should identify a person to be responsible for receiving and parsing out within their own agency, information on technology (i.e. like the Local Emergency Response Coordinator role) • Need to move forward in developing the "data access steward" positions / job description. ○ *Staff editorial comments – the above suggestions seem to relate to structure and process – how will we move this work forward systemwide? Maybe a small workgroup could work on these area.* **Conclusion** This should be a major agenda item for the October 27th PHIT meeting with some portion of the issues and/or proposed solution being presented to LHJ administrators during the technology portion of the Nov 3rd PHELF meeting. In the meantime Ed and Marie will try to pull together concepts that might be included in some form of a "data access steward" role description.	EDRS Update 9-04.ppt

PHIP Technology Chapter: Discussion of Recommendations – Ed Dzedzy Committee members received an electronic copy of the draft technology chapter for the 2004 PHIP Report in advance of today's meeting. At the October 15th PHIP Steering Committee meeting, Ed and Frank will be presenting this committees draft recommendations for other PHIP committee co-chairs to react to. Most committees make 3-5 broad recommendations in the PHIP Report. The Report is mandated by the legislature, read by legislative staff, public health professionals in Washington and across the country. Recommendations published in the Report guide the formation of committee work plans in the subsequent years. The task during today's meeting was to review the draft recommendations and determine if these are the concepts was want to publish. The following five broad areas, and the general content included in the draft, were agreed upon for publication: • Public Health Washington – IT…. • Identify areas where better use of technology could improve practice….. – adding under here the concepts related to: client services documentation system and data access steward (i.e. refining, defining, etc. how we will do this work). • Standards…. • Leverage financial investments…. • Review and evaluate applications provided by DOH…. It was also suggested that the following concept be incorporated in the chapter text (possibly between the 1st and 2nd paragraph): describe that the history of the committee has been to receive information; it has been in learning mode; and now will move toward a more proactive and active mode; to guide public health IT initiatives state-wide; and serve as a resource for public health. Frank suggested this could be part of a committee mission / vision statement. Marie will find the old PHIT mission statement and share electronically for consideration. The concept of having PHIT involved in providing templates for and guiding in some fashion more standardized data sharing agreements (i.e. among LHJs, hospitals, labs, etc.) was proposed and determined to be more of a work plan item than a broad recommendation.	
Wrap-up Marie will provide notes, ppt slides and an updated version of the technology chapter, to all committee members, via e-mail. An archive of the meeting will be posted on the web and Marie will provide a link to committee members. Next PHIT meeting is October 27th, Prime Hotel (formerly the Wyndham Hotel), SeaTac, WA.	

PHIT Communication Tools: http://www.doh.wa.gov/pip/InfoTech/default.htm
2004 Meeting Dates: January 28, April 28, July 28, October 27
Routine Meeting Date/Time: Quarterly – 1st Month of the Quarter; 4th Wednesday of the Month.
Routine Meeting Place: Prime Hotel (formerly the Wyndham Hotel), SeaTac, WA